

Minutes of the 7th Meeting of the CHS Dance Parent Committee

Monday, March 8, 2010

Attendance:

Wendy Sewell, Co-Chairperson
Bob Klein, Co-Chairperson
Nimet Mawji, Treasurer and Archives and Library Coordinator
Lori Ferguson, Communication/Forms Coordinator
Sandra Baird, Events Coordinator
Kathy O'Hara, Secretary
Marcia Sismon
Ken Ferguson
Frances Manktelow
Fabyenne Gosselin
Jean Bellefleur

Regrets: Nancy Blais

1. Opening Remarks

Bob Klein indicated that the discussion would focus on preparations for the Dance Night, and particularly identifying leads for the silent auction, the bake sale, and costumes. He noted that draft terms of reference for the Dance Parent Committee had been prepared and would be ready for the Committee's review after the Dance Night.

2. Minutes

The minutes for the February 10, 2010 meeting were approved. Wendy noted that she had been unable to reach Sarah Green to discuss the website. Connie will follow up with Debbie Grinnell and make sure that Sarah gets in touch with Ken Ferguson. The next newsletter will ask for parents who have skills that could be auctioned off at the silent auction. Drafts of a letter to be sent to businesses seeking donations to the silent auction had been prepared. Fabyenne noted that Technical Services had agreed to do the DVD recording of Dance Night.

Action: Connie to follow-up with Debbie Grinnell about the website. Letters to businesses to be sent out after the March break.

3. Presentations

Wendy indicated that she had attended the last meeting of the Arts Council and would attend future meetings. She noted that the Council was doing good work and that the Board is now requiring more arts for elementary students.

4. Old Business

1. Report by Pamela Wiggin on a fundraising strategy – Since Pamela could not attend the meeting, this item was deferred to the next meeting.
2. Report by Connie St.Louis on costumes and archives storage – Fabyenne Indicated that Connie had begun looking into the availability of shelving at the Board and it was agreed that the Committee would focus on this issue after Dance Night.
3. Follow-up Discussion on Dance Night and the Silent Auction – Pamela, Bob, and Wendy had met with Connie and Fabyenne to discuss tasks for the parents on Dance Night. Fabyenne will follow up with Frances, Marcia, and Joanne on costumes for Dance Night. Wendy will take the lead on the Dance Night and will prepare a plan and meet with Bob to discuss it before the next meeting. She will work with Bob and Lori to finalize the letter to be sent to businesses seeking donations for the silent auction so that the letters could be sent out the week of March 22. The programme for Dance Night will be printed by April 16 so anything going into the programme has to be ready by April 9. Nimet Mawji will handle the funds raised from ticket sales, the bake sale, and the silent auction and will prepare a plan for discussion at the next meeting. There will be 3 cash boxes and Wendy will prepare the float. Sandra Bird will lead on the bake sale and will prepare a plan for discussion at the next meeting. Students will bring baked goods in on Friday, April 23 and the plates can be assembled that day. Jean Bellefleur's class is responsible for preparing posters and the tickets. Wendy will arrange for printing the tickets. The tickets will be sold in the cafeteria two weeks before Dance Night and there will also be a phone line for reservations. The tickets will be \$12 for adults and \$10 for seniors and students. A ticket for both nights will be \$15. It would be useful to get out information to parents about the DVD recording in advance so that parents can pre-order a DVD. Wendy, Bob, and Lori will prepare a flyer and form. The care staff do the set-up in the lobby and the Grade 9 and 10 students handle clean-up after Dance Night. Bob will coordinate set-up and take down. A House Manager is necessary to supervise the student ushers. Wendy will approach Judy Kirsh and Meg Milne and also try to get new parents involved.

Action: The Committee will have an extra meeting to discuss Dance Night preparations on Tuesday, March 30. Wendy, Sandra, and Nimet will present their plans for discussion at the meeting. Letters to businesses seeking donations to the silent auction will be distributed the week of March 22. Wendy will arrange for printing Dance Night tickets and will prepare the float for the cash boxes. Wendy, Bob, and Lori will prepare a flyer and form for pre-ordering the DVD recording of Dance Night.

Fabyenne will work with Frances, Marcia, and Joanne on the costumes.
Wendy will identify a House Manager.

5. New Business

No new business had been scheduled.

6. Round Table Discussion

Jean Bellefleur indicated that 50 Grade 11 and 12 dance students would attend a city-wide OCDSB workshop at Woodroffe High School on April 29. There is also an annual festival in Cornwall on May 21/22 which costs \$2,000 for busing and accommodation. There is \$2,600 in the account for costumes.

Action: Lori will help with the forms for the Woodroffe workshop and festival in Cornwall.

7. Closing Remarks

A special meeting of the Dance Parent Committee will be held on Tuesday, March 30, 2010 to discuss the Dance Night. The next regularly scheduled meeting is on Monday, April 12, 2010.

Original signed by:

Bob Klein
Co-Chairperson

Wendy Sewell
Co-Chairperson

Kathy O'Hara
Secretary